

TRIO Board of Directors Meeting

February 7, 2019
Noon

Sheraton Hotel
St. John's, NL

DIRECTORS PRESENT	ALSO PRESENT	REGRETS
Dennis Kelly, President John Dawson, Vice President* Carol Ann Smith, Director Tony Pollard, Director Brian Peckford, Director Steve Kent, Director <i>* By teleconference</i>	Terry Taylor, General Manager Mary Galway, Manager, Risk & Insurance Programmes Doug Brake, Mercer Jonathan Croft, Mercer	Keith Keating, Director Trina Appleby, director

1. Call to order and Opening Remarks

Dennis Kelly called the meeting to order at 10:27 AM and welcomed everyone present.

2. Approval of Agenda

Motion:	Brian Peckford/Carol Ann Smith
CARRIED	That the agenda be approved

3. Adoption of previous meeting's minutes

Motion:	Tony Pollard/Brian Peckford
CARRIED	That the minutes of the meeting of October 3, 2018 be adopted.

Motion:	Brian Peckford/Carol Ann Smith
CARRIED	That the minutes of the organizational meeting of October 4, 2018 be adopted

4. T. Taylor presented his report which was accepted by the Board.

5. Group Plans Report

- a) M. Galway reported that Comfort Cove had joined the plan. She has provided one other town with a quotation.
- b) M. Galway advised the Board that the 2019 renewals were processed with an average premium reduction of 7%.

- c) New Items
There were no new items.

6. Board Administration Action Items

- a) The Board again discussed the option of relocating the TRIO office to the new premises to be occupied by MNL. It was decided to delay a final decision on the office re-location until MNL’s moving plans were finalized. T. Taylor was asked to secure storage facilities for our historical documents at the new premises.
- b) T. Taylor confirmed that PMA has agreed to provide TRIO with a one hour time slot at its annual meeting in June 2019 to enable TRIO to hold its Annual General Meeting at that time.
- c) T. Taylor reported that the provincial government has indicated that the required changes to the legislation will be made that will recognise that TRIO’s municipal health care plan clients will be deemed to be in compliance with the provisions of the Act without having to obtain competing bids.

7. New Business

- a) T. Taylor confirmed the upcoming Director elections and appointments for 2019.

8. Communications & Marketing Committee

- a) The Board accepted the report of marketing activities since October 2018.

9. Strategic Plan Items

- a) T. Taylor reviewed the recommended bylaw changes as suggested by the working subcommittee.

Motion:	John Dawson/Brian Peckford
CARRIED	That the recommended bylaws changes be referred to the 2019 AGM for adoption

- b) T. Pollard and S. Kent outlined their suggestions for the agenda to the 2019 Annual General Meeting. They include a brief summary of the highlights of the health plan renewal process, a brief overview of the investment strategies employed by the investment managers for the pension plan assets, and a question and answer session was the suggested format. A finalized plan will be circulated prior to the meeting.

10. Board Administration

- a) The Board was presented with the revenue/expenses report for the period January 1- December 31, 2018. T. Taylor explained various items in the report. The Board accepted the report as presented.

- b) T. Taylor outlined his plan to have the 2018 financial statement approved by the Board in time for it to be finalized before the AGM on June. The Board accepted his recommendations.
- c) The Board was presented with the budget for 2019.

Motion:	Steve Kent/Tony Pollard
CARRIED	That the 2019 budget be adopted as presented.

- d) The Q3-2018 invoice from Mercer was presented. A discussion ensued concerning attaching limits to incidental actuarial charges for a single municipality. In the end, it was decided that it would be difficult and cumbersome to track these accurately and without prejudice.

Motion:	Carol Ann Smith/John Dawson
CARRIED	That the invoice be accepted as presented

- e) T. Taylor advised the Board that 8 municipalities had registered to participate in the Board - Client teleconference.
- f) The Board accepted the cheque register for the period October 5, 2018 to January 31, 2019.

11. Changes to Pension Plan Participants

T. Taylor announced that Petty Harbour-Maddox Cove had applied to the Department of Municipal Affairs for permission to join the TRIO defined benefit plan .

12. Outstanding Action Items

None

13. Business Arising from Previous Meetings

None

14. New Business

- a) The Board reviewed the draft letter that announced a 10% increase of Special Payments. A lengthy discussion ensued as to the need and the appropriateness of the increase. D. Brake outlined the regulatory compliance difficulties that could arise in future years if this 10% increase was not imposed.

Motion:	Tony Pollard / John Dawson
CARRIED	That the 2019 Special Payments include a 10% increase over those of 2018

- b) The Board reviewed the current asset mix of the pension plan assets.

- c) J. Croft summarized the investment results for 2018. Although we realized a ROI of -1.3%, J. Croft pointed out that most other pension plans suffered greater losses. He attributed the more positive TRIO results to the strategic decisions made by the Board to diversify the investments with non-traditional strategies. In 2018, these investments outperformed traditional investments in equities and bonds. However, J. Croft also suggested that the current strategies be reviewed and changed where necessary at the next meeting in June.

Motion:	Steve Kent/Carol Ann Smith
CARRIED	That the pension plan investment strategies be reviewed and updated where necessary in June 2019

Due Diligence Items

- a) Recurring Items
The Board received the contributions report. Delinquent participants are being addressed.
- b) Plan Amendments
There were no plan amendments
- c) Items Assigned to This Meeting
- i. *Report on the Summary of the Plan*
This was done during this meeting
 - ii. *Information Support to Participating Employers.*
T. Taylor confirmed that the employers were being advised of Special Payments in February 2019
 - iii. *Retention and Review of External Agents.*
The Board reviewed the list of external agents as presented by T. Taylor and had no suggested changes.
 - iv. *GM's Annual Report re Agenda Checklist*
T. Taylor confirmed that all agenda items had been discussed and reviewed.
 - v. *Report on PA and PAR*
D. Brake confirmed that these reports would be distributed to all participating municipalities by early March 2019

15. The next meeting will be on June 5, 2019 in St. John's.

16. The meeting adjourned 12:26PM